

2-40. Commanders of major commands (MAJCOMs)

- a.* All Commanders of MAJCOMs will—
 - (1) Provide training as required to support the SATP.
 - (2) Ensure that current SA training capabilities are accurately reflected in applicable programming documents.
 - (3) Assist AFSAT in developing and reviewing training programs.
 - (4) Implement approved and funded IMET and FMS programs as requested by HQ SAF/IA or the Air Force Security Assistance Training Squadron.
 - (5) Submit financial and training reports.
 - (6) Monitor the progress of training and the welfare of IMSs.
 - (7) Ensure compliance with chapter 11 (Informational Program) (IP)) and support actions necessary to ensure effectiveness of the IP at pertinent installations within the command.
 - (8) Process, implement, and report on unit exchange programs once approval is received from SAF/IA.
- b.* The following commands have these additional responsibilities:
 - (1) The Commander of the Air Force Security Assistance Training (AFSAT) Squadron, the central management agency for USAF-sponsored SA training, will—
 - (a) Serve as training consultant to SAF/IA.
 - (b) Prepare P&A, LOA data, and FMS planning directives (2061s). Prepare and negotiate LOA's ("T" cases) for training.
 - (c) Furnish planning, programming, funding, and implementation guidance to SA agencies worldwide based on established DOD and HQ USAF policies, including guidance to International Military Student Officers (IMSOs) in CONUS.
 - (d) Provide the necessary administrative support for country liaison officers (CLOs).
 - (e) Determine the suitability and staff availability of training with the appropriate MAJCOM and develop training schedules as requested by SAF/IA.
 - (f) Implement and manage approved and funded SATP.
 - (g) Negotiate contracts for SA-sponsored formal and on-the-job training to be conducted in CONUS or overseas.
 - (h) Maintain and update the AF training MASL.
 - (i) Manage and administer the DOD Informational Program (IP) for AF based on established DOD and HQ USAF policies; provide guidance to all participating agencies and approve funding of routine IP and extraordinary expenses; budget for and host an International Military Student Officer Workshop.
 - (j) Provide quarterly and annual update and input to programmed flying training and programmed technical training documentation for SATP requirements.
 - (k) Provide administrative assistance pertaining to IMS transportation.
 - (l) Administer and account for SATP funds allocated for the training, administration, and support of IMSs and for MTTs, ETSS, language training detachments (LTDs), and technical assistance field teams (TAFTs) provided from Air Force resources.
 - (m) Maintain data on IMET and FMS training programs implemented in CONUS or overseas, security assistance training teams and TAFTs.
 - (n) Implement and react to N90 (ELT books/maps/pubs) requirements approved and funded under IMET.
 - (2) The Commander of the Air Force Materiel Command (AFMC) will—
 - (a) Establish charges for Depot Maintenance Industrial Funding (DMIF) training.
 - (b) Procure N90 items approved and funded under IMET that are not available from DLIELC resources.

2-41. Port of embarkation and debarkation

Heads of installation traffic management offices are responsible for all IMSs arriving or departing through Charleston AFB, SC; McGuire AFB, NJ, and Travis AFB, CA.

Chapter 3 English Language Training

Section I General

3-1. Requirements

- a.* Training in all U.S. military schools and installations is conducted in English, except the U.S. Army School of the Americas (USARSA), at Fort Benning, GA, the Helicopter School Battalion and Fort Rucker, AL, and Fort Eustis, VA, the Inter-American Air Force Academy (IAAFA) at Lackland Air Force Base, TX, and the U.S. Naval Small Craft

Instruction and Technical Training School (NAVSCIATTS) in Stennis, Mississippi. IMSs usually attend classes with their U.S. counterparts. Therefore, the first prerequisite for IMSs is the ability to understand, speak, read, and write the English language at a level of proficiency commensurate with that required by the course of training so they can participate in the training with their U.S. counterparts. This prerequisite cannot be overemphasized; any deficiency in this area will defeat or severely limit the primary purpose of the SATP that IMSs attain required skills and professional competence. All IMSs selected for U.S. training must be carefully tested to determine that their English comprehension level (ECL) meets the minimum MILDEP standard before issuing Invitational Travel Orders (ITOs) and sending IMSs to U.S. training institutions. This requirement applies to all IMSs except those from countries—

- (1) Exempt from all ECL testing requirements as updated annually by a SECDEF/DSCA message.
- (2) Granted a waiver by DSCA from in-country ECL testing requirement.

b. IMSs who meet the minimum requirements for entering technical courses that do not require Specialized English Terminology (SET) may be sent directly to the technical school. Others will be programmed for the required language according to DLIELC Instruction 1025.7. IMSs programmed for SET only must have the minimum ECL required for entry into MILDEP courses before entering DLIELC. Those IMSs entering DLIELC who have less than the required ECL will be entered into the general English phase of training and will not be entered into SET until EOC ECL is achieved.

c. IMSs who meet the language prerequisites for their follow-on training in less time than scheduled will be reported to the appropriate MILDEP agency as soon as it is determined the IMS will complete ahead of time.

d. If an IMS with a language deficiency reaches a course of instruction, either as a graduate of DLIELC or as a direct entry from his or her country language training program, he or she may be provided additional training at DLIELC on a one-time basis. Requests for this training, along with full details, will be forwarded to the appropriate MILDEP agency with an information copy to DLIELC. Upon completion of the additional English language training, the IMS will normally return to the same training installation to continue training.

3-2. Guidance and functions

a. The Secretary of the Air Force is designated as Executive Agent for the Defense English Language Program (DELP). All requests for in-country English language training programs (mobile training teams (MTTs) and language training detachments (LTDs), language instructor training, and DLIELC books, tapes, and publications will be processed under AF SA programs. Requests for MTTs and LTDs will be forwarded according to paragraph 13-61.

b. The Commandant of DLIELC, under USAF Air Education and Training Command, is directly responsible for technical control of English language training within CONUS for IMSs and for the technical control of DOD-sponsored English language training in CONUS and overseas. The Commandant of DLIELC will—

- (1) Command and operate the DLIELC Lackland AFB, San Antonio, TX.
- (2) Develop and distribute ECL tests and related directives to be used by all DOD agencies required to test ECL candidates.
- (3) Develop, refine, approve, and arrange for procurement of American Language Course (ALC) texts, tests, tapes, and other instructional materials and aids.
- (4) Deploy English language specialists overseas.
- (5) Coordinate with the MILDEPs on English language training requirements for the various courses attended by IMSs.
- (6) Provide English language instruction to IMSs and offer basic and advanced English instructor training and language program management courses.
- (7) Evaluate and monitor all DOD-sponsored FMS, IMET, and Foreign Military Financing-funded English language training programs (ELTP).
- (8) Publish, maintain, and update DLIELC publications.

c. DLIELC publications.

(1) DLIELC English Language Training Support for Security Assistance Officers. This handbook provides detailed information pertaining to programming IMSs to DLIELC and programming services and materials in support of a foreign country's in-country English language training program (ELTP).

(2) DLIELC Catalogs for IMET and FMS. These catalogs list information and prices for ALC materials available for purchase through regular supply channels. They contain a brief description and prices of the ALC materials and recommend the amount to be ordered. Inquiries about English language training (ELT) materials should be sent to Commandant, DLIELC/LEAN, 2235 Andrews Ave, Lackland AFB, TX 78236-5259.

(3) DLIELC Instruction 1025.7. This regulation provides guidelines for planning and programming CONUS English language training, including Specialized English Training (SET).

(4) DLIELC Instruction 1025.15. This regulation provides instructions for the SAO training officer and the Test

Control Officer (TCO). It includes details on ECL testing kits, appointment of TCO, and procedures for ECL test administration.

(5) DLIELC Manual 1025.5-M. This pamphlet describes DLIELC training systems and presents guidance on administration and academic features of intensive ELTPs.

(6) ELT books, tapes, and publications.

(a) Materials provided under IMET, Generic Code N90, Military Standard Requisitioning and Issue Procedure (MILSTRIP) requisitions must be processed through AFSAT/SA-DAO/RMCAI, 2021 1st Drive West, Randolph AFB, TX 78150-4302 with an information copy to DLIELC/LERW, 2235 Andrews Ave., Lackland AFB, TX 78236-5259.

(b) Requests under FMS will be forwarded using an FMS publication case to AFSAC/XMPP, 1822 Van Patton Drive, Wright-Patterson AFB, OH 45433-5337.

d. All SAOs (except Antigua, Australia, Bahamas, Barbados, Belize, Canada, Dominica, Grenada, Ireland, Jamaica, New Zealand, St. Kitts, St. Lucia, St. Vincents, Trinidad and Tobago, and United Kingdom) will—

(1) Encourage the teaching of English in foreign country military schools, particularly for prospective IMSs.

(2) Assist the country in procuring English language course materials, laboratories, spare parts, portable tape recorders, and administrative requirements.

(3) Arrange for additional English language training, as necessary, to meet the highest ECL requirement of scheduled CONUS courses. This additional training should be conducted in country whenever possible.

(4) Appoint a U.S. member as TCO to supervise the administration of in-country ECL tests to ensure proper testing procedures and test security (except for countries granted waiver by DSCA from in-country ECL testing requirement).

(5) Determine the IMS's ECL and enter the information in item 9 of the ITO (fig 7-1) (except for countries granted waiver by DSCA from in country ECL testing requirement).

e. Commanders of training installations will appoint a TCO to supervise the administration of the CONUS course entry ECL test at the installation level (see DLIELC Instruction 1025.15). The CONUS course entry ECL test will be administered to all direct-entry IMSs except those granted an annual waiver by DSCA or those in special courses granted a one-time waiver of ECL test requirements by the MILDEPS.

3-3. Technical control of in-country and CONUS ELTPs

Maintaining an effective DELP is predicated on technical control of the program by DLIELC.

a. Those Letters of Offer and Acceptance (LOA) that include provisions for ELT must be coordinated with DLIELC before negotiation.

b. All security assistance sponsored CONUS ELT will be conducted by DLIELC unless unusual or extraordinary conditions exist that would warrant exceptional ELT arrangements under FMS training. No exceptions will be permitted for IMET-funded ELT. To request an exception for FMS-funded ELT, written justification must be submitted by the military departments to the appropriate DSCA regional directorate prior to submission of LOAs or LOA amendments to DSCA for countersignature. Waiver must be approved by DSCA. Justifications must include the following information:

(1) Written DLIELC comments and recommendations on the proposed exception.

(2) Explanation of the unusual or extraordinary conditions that would warrant training outside of DLIELC.

(3) Complete information on the ELT to be conducted to include location, description of training facilities, number of students, training objectives, duration of the overall ELTP, and estimated cost.

(4) A statement that DLIELC will coordinate and approve the ELT curriculum, teaching materials, and instructor qualification standards.

(5) A statement that DLIELC will monitor the ELT to ensure that DLIELC technical standards are being met and that DLIELC will certify the ELTP every 6 months.

(6) A statement that the LOA will contain an appropriate line item for DLIELC to monitor and provide quality control of the proposed ELTP.

c. If a DSCA waiver is granted, the waiver will strictly apply to the scope of the proposed ELT program justified in the exception request. No change to the LOA will be made to increase the student load or extend the duration of the ELT program without submitting a revised request to DSCA, to include information in paragraph b, above.

d. When the Director, DSCA, approves that ELT be provided by a commercial contract, DLIELC will provide technical advice and assistance during the contracting process.

e. When the Director, DSCA, approves SET and supplemental technical terminology training be conducted in CONUS by US agencies other than DLIELC, the following conditions must be met:

(1) The trainees have achieved the prerequisite ECL proficiency as prescribed by MILDEP regulations for entry into technical training.

(2) Training is given in conjunction with equipment-specific, hands-on training or familiarization.

(3) Training is effective and economical to the USG and foreign government and meets the technical standards set by DLIELC.

f. SET Advised (SA) SET may be taught in country. SET Required (SR) SET must be conducted at DLIELC.

Exceptions to this policy must be granted by DSCA. If DSCA grants an exception, DLIELC must evaluate and certify the in-country SET ELTP and also certify that in-country SET ELTP graduates meet all standards prescribed by DLIELC.

Section II

Security Assistance Program Services and Training

3-4. Services

The purpose of the in-country ELTP is to produce English-language-qualified IMSs to directly enter U.S. military, technical, or professional courses conducted in English or to qualify IMSs for entry into DLIELC for additional intensive general English, SET or instructor development training. DLIELC furnishes the following in support of the in-country ELTP—

a. Field training services. DLIELC provides English language technical services on a PCS or TDY basis as follows—

(1) Language Training Detachments (LTD) provide English language services on a PCS basis. LTDs provide instructional or managerial assistance to in-country ELTPs.

(2) Mobile Training Teams (MTT). MTTs perform several functions—

(a) Surveys to evaluate in-country ELTP capabilities and needs.

(b) The same services as LTDs on a temporary basis.

(c) Pre-deployment surveys prior to the deployment of DLIELC personnel.

b. Language training materials. Information on obtaining personnel assistance and language training materials (books, video and audio tapes, instructor guides, et cetera.) is contained in the DLIELC handbook, English Language Training Support for Security Assistance Officers, which is available on request from Commandant, DLIELC/LEAN, 2235 Andrews Ave., Lackland AFB, TX 78236-5259. Direct communication with DLIELC is authorized for requesting this handbook and assistance.

c. Language laboratories. The Department of Army (DA) is the cognizant MILDEP. The procurement, installation, and follow-on logistical support of language laboratory systems furnished to foreign countries under SA is the responsibility of the Commander, U.S. Army Communications-Electronics Command (USAISC), Fort Huachuca, AZ 85613-7000. Commander, CECOM will task the Commander, Defense Television-Audio Support Activity (T-ASA), 3116 Peacekeeper Way, McClellan AFB, CA 95652-1068 to perform procurement, installation, and follow-on logistical support for language laboratory systems. Requests for language laboratory systems utilizing FMS funds will be submitted to the Commander, U.S. Army Security Assistance Command (USASAC), 5001 Eisenhower Avenue, Alexandria, VA 22333-0001. Requisitions for language laboratory systems utilizing IMET funds will be submitted to Commander, USASAC, 54 M Avenue, Suite 1, Defense Depot, Susquehanna, PA 17070-5069. The U.S. Army Security Assistance Training Handbook (Green Book) provides detailed guidance on the language laboratory acquisition process. Requests for laboratory installation teams, regardless of host country service, will be submitted to Director, SATFA (ATFA-R), Commander, USAISC (ASSD-FMS), and Commander, T-ASA (DOT-TS). These teams will be programmed as Technical Assistance Teams (TATs).

3-5. General English language training

a. The DLIELC offers courses designed to develop the English language capability of IMSs so they can attend DOD schools. Regular revisions of the ALC materials are made to ensure that they are up to date in technical content and reflect the most effective method of language instruction. SAOs will be notified of changes through official channels and revised editions of the DLIELC directives.

b. DLIELC is dedicated to the language preparation of IMSs for the wide spectrum of training provided by the MILDEPs. Its mission is to teach IMSs to understand, speak, read, and write English. It assists training installations in resolving problems related to English language training.

3-6. Specialized English Training (SET) (MASL ID P, D, or B 177008).

SET provides intensive practice in the functional English language skills and technical terminology identified by MILDEPs for success in technical training courses and professional military education. Excerpts from actual training materials associated with military occupational skills (MOS) areas are used as realistic vehicles for IMS language practice and solidification of follow-on training language proficiency requirements as well as orientation to organization and format of military training documents. MILDEPs have identified in the MASL those courses for which SET is either required or advised by an “SR” or “SA” suffix to the ELC score, respectively (for example, ECL 80SR, ECL 70SA).

a. The “SR” designation is usually assigned to highly technical courses such as flying courses, medical courses, or courses in which safety is paramount (for example, pilot training, diving salvage, and Army biomedical equipment specialist).

b. The “SA” designation is assigned to those courses not qualifying under a above but having sufficiently high or

peculiar technical requirements as to warrant MILDEP advisement of SET in CONUS (for example, sonar maintenance, field artillery officer, and jet engine accident investigation).

3-7. Forfeiture charge

Guidelines in paragraph 5-2 (forfeiture charge) are amplified, as follows, for IMSs at DLIELC:

- a. Late cancellation/reschedule/no-show.* Assess 50 percent of the tuition for the training line.
- b. Adjustment to training week schedule after student entry.* Charge only for the number of weeks ELT completed.
- c. Late arrival.* For training priced on a per-week basis, assess 50 percent of the tuition for the number of weeks late, up to a maximum of 50 percent of the scheduled training.
- d. Attrition.* Charge for the actual number of weeks completed, but not less than 50 percent of the training line.
- e. SATFA, CG MCCDC (CSW) and NETSAFA* will advise AFSAT/FM by message immediately of any forfeiture to be applied for training under their sponsorship.

3-8. Minimum entry score and waiver policy

- a.* DSCA has established a minimum score of 55 ECL for entry of IMET IMSs into CONUS English language training at DLIELC. Exceptions will be granted only where clearly justified in support of major programs, and with DSCA approval on a case-by-case basis, within the capability of DLIELC. Based on an in-depth review of in-country ELTPs, DSCA publishes annually a list of IMET countries granted a waiver from the 55 ECL requirement.
- b.* FMS IMSs are not restricted to a minimum ECL score for entry into DLIELC.
- c.* Request for waiver of ECL prerequisites for direct-entry training will be addressed to the MILDEP.

3-9. Objective of English comprehension level (ECL) scoring

a. SAOs are responsible for ensuring that IMSs meet the minimum ECL score prescribed for direct entry into each follow-on course of instruction or for entry into DLIELC. The highest ECL required within a sequence of training will be the governing factor. SAOs will enter the following statement in item 15 (special conditions) of the ITO: "The highest ECL required within the sequence of training shown in item 10 is (enter ECL number)."

- (1) Above statement will be first entry in item 15.
- (2) Above statement applies to all countries except those exempt from all ECL testing requirements (those countries granted authority by DSCA to check block c in item 10 of ITO).
- b.* The training MASL may indicate a minimum ECL requirement for each course listed. The word "minimum" as used here is significant because it indicates the lowest possible ECL the IMS should possess to enter training. It should not be interpreted as an optimum ECL. ECL tests to qualify IMSs for CONUS training and instructions for administering ECL tests are provided annually by DLIELC.

3-10. English language refresher program

a. Although IMSs may achieve a passing score in the ECL test, they are unable, in many cases, to keep pace with U.S. students. Lack of English language capability not only affects the IMSs in a purely academic atmosphere but also hinders their adjustment to the military and civilian community. In some instances, it has resulted in the IMSs becoming isolated, which is both discouraging and frustrating, and negates a fundamental purpose of the DOD IP objectives.

b. The emphasis should be on acquainting IMSs with military and technical terminology and colloquialisms and on improving their English language proficiency. Where feasible, facilities should be made available to allow IMSs and their dependents to improve their English fluency. Where such facilities are provided, DLIELC will have approval and technical control as prescribed in existing directives.

Section III Tests

3-11. Types

The following two tests are currently in use: the American Language Course Placement Test (ALCPT) and the ECL test. The ALCPT should be used by the foreign country to screen for English language proficiency. The ECL test is a general proficiency English test. It is a controlled item to be administered by U.S. personnel only.

a. The ALCPT is prescribed for all other testing purposes and is releasable to countries for ECL equivalent testing. ALCPT materials are available from DLIELC through SA channels for use in overseas ELTP. The ALCPT should be carefully controlled to preserve its validity.

b. The ECL tests have been developed to determine the ECL of IMSs considered for assignment to CONUS or overseas schools or training installations. The examinations are designed to determine the language requirements to enter DLIELC or for direct entry into MILDEP courses of instruction. These tests measure listening and reading comprehension skills but not speaking and writing abilities. The ECL requirement for each DOD course conducted in English is determined by the school, approved by the MILDEPs, and contained in the training MASL. ECL tests

cannot be procured through normal channels. These tests are strictly controlled by DLIELC and are provided without cost to appointed TCOs only. The ECL is used for final certification of IMSs for SA-sponsored training.

3-12. Format

The examinations are multiple choice. The aural portion is recorded on magnetic tapes and is designed to determine the IMS's ability to understand spoken English. The reading portion is designed to test the ability of an IMS to recognize vocabulary items and correct grammatical forms and to understand written material.

3-13. Reliability and re-testing

a. In country ECL test scores are valid up to 105 calendar days. When the date of testing is more than 105 days from the report date, the IMS will be re-tested with a different form of the ECL test before his or her departure for CONUS. Tests will not be given to the same individual within 30 days. TCOs will mail all in-country ECL answer sheets monthly by certified or other secure mail to Commandant, DLIELC/LEACT 2230 Andrews Ave., Lackland AFB, TX 78236-5203.

b. One of the greatest concerns in language testing is the reliability of tests administered overseas. Some of the causes of lower test reliability are—

- (1) Test compromise.
- (2) Substandard procedures in test administration.
- (3) Errors in scoring.
- (4) Changes in test administration facilities.
- (5) Errors in conversion of raw scores.
- (6) Human errors in recording data.

c. To check test reliability and to ensure that IMSs entered into training are English-language-qualified, the following re-testing procedures will be used at all training installations:

(1) The TCO will administer the CONUS course entry ECL test to all direct-entry IMSs. The exception to this policy are IMSs from those countries listed as exempt from all ECL testing in the annual message released from Director, DSCA within 3 to 5 calendar days after IMSs arrival at the first training location and, if possible, before course entry. IMS answer sheets will be sent by regular mail to DLIELC/LEACT, 2230 Andrews Ave., Lackland Air Force Base, TX 78236-5203 within 5 working days of administration. Answer sheets will reflect the name of the IMS, country of origin, IMET worksheet control number (WCN) or FMS case designator and WCN, and test site number. DLIELC will provide MILDEPs and unified commands a report of the test results quarterly.

(2) The TCO will adhere to testing procedures defined in DLIELC Instruction 1025.15. Measures will be taken to ensure careful control over the administration of the ECL examinations and security of test materials to prevent possible compromise.

(3) If the IMS fails to achieve the prerequisite ECL at first testing, the IMSO will notify appropriate MILDEP agency by telephone and schedule the IMS for another ECL test within the next 2 to 3 working days to confirm the score using an alternate ECL test form. If the score achieved on the second ECL test is less than the established prerequisite, the IMSO will immediately notify the appropriate MILDEP and DLIELC by telephone of the score achieved. MILDEPs will determine required action and disposition of the IMS and notify all concerned. A second retest will not be administered unless permission is obtained from the MILDEP and DLIELC.

(4) IMSOs will be assigned as the responsible points of contact (POCs) for CONUS course entry ECL test scheduling and reporting.

(5) A forfeiture charge of 50 percent will be imposed in all instances when direct-entry IMSs fail to achieve the prerequisite ECL on the CONUS course entry ECL test and when failure results in rescheduling or cancellation of the direct-entry training due to a language deficiency. This forfeiture policy applies to all direct-entry IMSs, including those from countries granted waiver from in country ECL testing.

3-14. TCO appointment

Installations will provide one copy of TCO appointment forms to the Commandant, DLIELC/LEACT and the appropriate service. (See DLIELC Instruction 1025.15.)

Section IV

Department of the Army

3-15. Minimum entry score and waiver policy

a. Requests for waivers of the ECL requirement for direct entry into formal training will be addressed to Director, SATFA (ATFA-R). Immediately upon being notified that an IMS has failed to achieve the required ECL, the IMSO will notify the appropriate SATFA country program manager and the DLIELC by telephone. The IMSO will make every effort to determine if the student's English capability is lacking, or some other problem might have caused the less than satisfactory test performance. If the student fails the second test, the IMSO will again contact the SATFA

country program manager. SATFA will determine, taking IMSO recommendation into account, which of the following will occur—

(1) SATFA may grant a waiver and allow the student to enter or continue training as scheduled. In recommending a waiver, the IMSO should remember that the ECL for a particular course is the minimum, not the optimum, required.

(2) SATFA may determine that the student must be sent to DLIELC for English language training prior to enrolling in the course. This option depends on the ability of SATFA and the installation, along with concurrence of the home country, to reschedule the course to follow language training.

(3) SATFA may determine that the student's ECL is not sufficient to allow successful course completion, that training cannot be rescheduled, and that the student must be returned to his or her home country.

b. IMSs will meet the highest ECL required within a sequence of training. The only exception is when Instructor Training Course is the highest ECL requirement and is programmed as the last training line. In this case, the next highest ECL requirement within the training sequence will take precedence.

3-16. Establishing ECLs

Each installation is responsible for establishing the ECL requirement, subject to the approval of SATFA, for each course to which IMS may be admitted. The IMSO should monitor the progress of students with various ECLs to make recommendations concerning the appropriate ECL for each course. The ECL, once established, may not be changed without the approval of Director, SATFA. The following factors should be considered when recommending new ECLs to SATFA.

a. Determine the historical success/failure data for IMSs at different ECLs for the course in question.

b. Analyze changes that have taken place in the course in terms of both course content and methods of instruction. The increased use of small group instruction requires participation in class discussion and in activities that may require more English proficiency than the type of instruction previously used.

c. Consider the demands placed on non-native speakers in the course. Determine whether these are realistic based on established doctrine, and whether difficult material is relevant to the needs of the countries represented by the IMS enrolled in the course.

d. Weigh the success/failure rates of students granted waivers in the course.

3-17. English language refresher program

An English language refresher program will be established to enhance the language capability of IMSs. This program is normally conducted in coordination with the on-post educational activity. Additionally, IMSs should be encouraged to engage in available off-post programs offered in the local community. Any testing conducted in refresher programs should employ the ALCPT, not the ECL test.

3-18. Reliability and re-testing

IMSOs will notify Director, SATFA (ATFA-R) of scores achieved by IMSs who fail to achieve prerequisite ECL on the CONUS course entry ECL tests. Under no circumstances will a student be admitted to training without required ECL unless waiver is granted by Director, SATFA, or OTSG if medical training.

Section V

Department of the Navy

3-19. English language training (ELT) actions required

Navy IPO is responsible for the establishment of overall DON policy on ELT. In the execution of this policy, CG MCCDC (CSW), COGARD, and NETSAFA will—

a. Evaluate the English proficiency of IMSs in the schools and installations under their cognizance and recommend to DLIELC measures for improvement, both for IMSs who receive all language training in their own country and those who attend DLIELC.

b. Provide DLIELC with information on courses under their cognizance that require special language training.

c. Recommend to DLIELC changes to ECL requirements as experience dictates.

d. Schedule ELT at DLIELC for students under their cognizance, as required.

e. Recommend to DLIELC changes in language curricula to enhance the English proficiency of the IMSs under their cognizance who are scheduled for specialized training.

f. Coordinate disposition of an IMS that does not possess an ECL adequate for scheduled training. Disposition includes the scheduling of additional ELT at DLIELC or termination of training as appropriate.

3-20. ECL scores required for direct entry into Department of the Navy (DON) courses

a. See table 3-1 for a list of the minimum ECL scores required for direct entry into DON courses.

b. There are no specific requirements for ship transfer crews, but a qualified interpreter is required at a ratio of one

interpreter to 10 crewmembers. Ship shakedown training is greatly enhanced if all or most of the crew understand English.

3-21. Waivers of ECL requirements for Navy Department courses

Requests for waivers of ECL requirements for Navy Department training will be forwarded to CG MCCDC for Marine Corps training, to COMDT COGARD for Coast Guard training and to NETSAFA for Navy training. CG MCCDC, COMDT COGARD, and NETSAFA will coordinate with the commands involved for determination. Requests for waivers will be considered on a case-by-case basis. Numerous factors must be taken into account in determining if a waiver is appropriate. These include, but are not limited to, method of presentation of the course, level of difficulty of material presented, experience level of the prospective IMS, the presence of other IMSs from the same country in the class, and previous U.S. training. Requests for waivers of required SET will receive close scrutiny and must be fully and carefully documented if hazardous and flight training is involved. No ECL waiver is required for students attending classes at NAVSCIATTS.

Section VI

Department of the Air Force

3-22. CONUS English language training

a. IMSs who are selected for flying training, air traffic controller, weapons controller, and other courses that require SET and who meet minimum ECL prerequisites will proceed first to DLIELC, regardless of ECL. A minimum of 9 weeks for processing, physical examination, and additional language testing is required. This requirement may be reduced or waived if the IMS meets all AF administrative and training prerequisites and has had recent, frequent contact with English-speaking personnel in his or her country.

b. Request for waiver or reduction of the 9-week SET course requirement will be forwarded to the Air Force Security Assistance Training Squadron (AFSAT). Requests will cite the appropriate AF medical and physiological training certification and circumstances of contact with English-speaking personnel.

c. IMSs who have previously received CONUS pilot training and are selected for advanced pilot training courses and who meet minimum ECL prerequisites will proceed first to DLIELC for 5 weeks of advanced flying refresher English training.

d. Air War College (AWC), Air Command and Staff College (ACSC), Squadron Officers School (SOS), and Academic Instructor Course (AIC) are preceded by the International Officers School (IOS) at Maxwell AFB, Alabama. Direct entry into AIC is commensurate with ECL and AFCIT 36-3222 requirements.

3-23. ECL Test Control Officer (TCO)

ECL testing of IMSs is normally the responsibility of the IMSO. However, the Central Base Personnel Officer (CBPO) TCO may be appointed the ECL TCO if local conditions require.

Table 3-1
ECL scores required for direct entry into DON courses

Course or category	ECL
All senior foreign officer courses	80
All professional military education (PME) courses 1	80
Naval Postgraduate School 2	TOEFL
All swimming/diving/EOD/UDT/BUDS related training 3	80SR
All flying training including simulator training 3	80SR
Doctor, dentist, and nurse training	80SR
Medical service specialist; technicians 4	70SR
Electronics technical and maintenance courses and aviation technical equivalent	See MASL
All submarine training	80SR
All supply training (less Supply Mgmt senior foreign officer (SFO))	70SA
All other formal training	See MASL
All on-the-job/observership training 4	70

Notes:

¹ Naval Command College, Naval Staff College, Marine Corps Command and Staff College, Amphibious Warfare School (USMC), Command and Control System Course (USMC), and Armed Forces Staff College.

² In addition to fluency in English, Test of English as a Foreign Language (TOEFL) of 540 required for direct entry, TOEFL of 500 for entry via ELT at DLI. ECL for Aviation Safety Officer (ASO) course is 80.

³ In addition, IMSs from countries which English is not a primary language are required to attend 9 weeks of SET at DLIELC regardless of ECL score; 80SR is the minimum acceptable ECL for these types of training.

⁴ Coast Guard courses may have different ECL requirements.